

11 APR 1980

MEMORANDUM FOR: See Distribution

FROM: James H. McDonald
Director of Logistics

SUBJECT: Quarterly Reporting of Vehicle Mileage and
Fuel Consumption

REFERENCE: Presidential Directive to Heads of Exec.
Depts. and Agencies, dtd 1 Feb 80, subj:
Required Reduction in Usage of Federal
Motor Vehicles (OL 0 0624)

1. Executive Departments and Agencies were directed by Executive Order to reduce the use of automobile fuels by 10 percent for the twelve month period beginning April 1, 1979, as compared with the previous twelve months. Because progress has been disappointing overall, the referent Executive Order has directed that all federal departments and agencies meet or exceed the 10 percent reduction during the months of February and March 1980, as compared to mileage traveled the same period in 1979. This order presently applies to all Government-owned and leased vehicles which consume gasoline.

2. The Office of Logistics is tasked with the responsibility of coordinating Agency fuel conservation efforts in compliance with these Presidential directives. To gather and compile the data necessary to effectively monitor, measure and report the Agency's efforts and overall performance in conserving fuel, it is requested that the following information on all Agency-owned and leased vehicles within your component be provided this office on a quarterly basis beginning with the quarter ending 30 June 1980.

a. Types of Vehicles and Total Miles Driven:

(1) Identify the number and type of assigned and leased vehicles. Provide the total miles driven by these vehicles. Report separately for gasoline and diesel fuel.

b. Fuel Consumption:

(1) Provide the total amount of gallons of gasoline and diesel fuel dispensed from Agency pumps (if applicable).